BG-Map

Mapping the world… one plant at a time

GreVid™ and Garden Notepad Stand-Alone Version 2014 User's Manual

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GreVid™ and Garden Notepad Stand-Alone Version 2014 User's Manual

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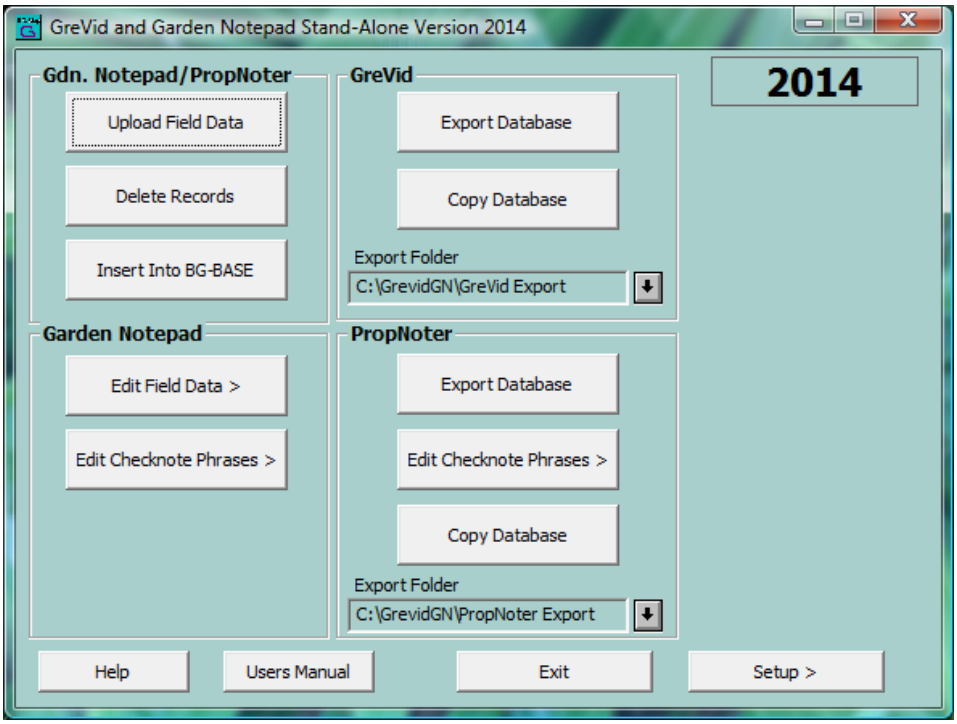
About GreVid™, Garden Notepad and PropNoter™

GreVid is a tool for viewing *BG-BASE*™ plant collections records in the field using a Windows mobile device. Simply, enter the accession number or swipe a barcode, and tap "Go" to quickly retrieve data on any living accessioned plant. Or, use the convenient search tool to find plants by genus, location, and keywords.

Garden Notepad is time and labor saving software that allows garden staff to capture information about the size and condition of plants in the field on a hand-held computer and automatically upload and transfer that information to *BG-BASE*™.



PropNoter is a tool for viewing and editing *BG-BASE*™ propagations records in the field using a Windows mobile device. Propagations records exported from *BG-BASE* can be viewed in PropNoter, and each displayed field can be edited.

For details on how to use GreVid, Garden Notepad and PropNoter, please refer to the GreVid and Garden Notepad User's Manual and the PropNoter User's Manual.

About GreVid and Garden Notepad Stand-Alone Version

GreVid and Garden Notepad Stand-Alone Version is a utility program that allows *BG-BASE* users who do not yet have BG-Map to utilize GreVid and Garden Notepad and, optionally, PropNoter. It provides the tools needed to export *BG-BASE* data and upload data for automatic

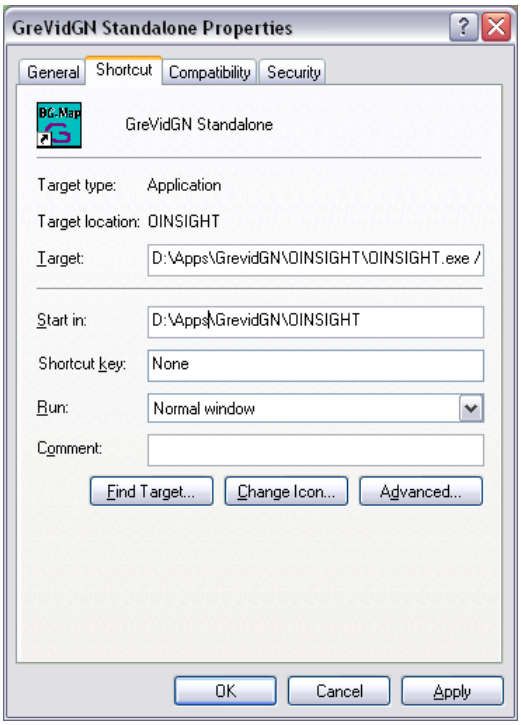
updating of *BG-BASE*.

In this manual, GreVid and Garden Notepad Stand-Alone Version will be referred to simply as GGN.

Installing GGN in a Location Other Than the Default Location

You can move the GreVid and Garden Notepad Standalone Version software to a location other than the default, which is C:\GrevidGN. To do, so, simply move the entire GrevidGN folder to the desired location. For example, to locate the installation in D:\Apps, move the GrevidGN folder from C:\ to D:\Apps so that it becomes D:\Apps\GrevidGN.

After you have moved the GrevidGN folder, edit the properties of the startup shortcut to match – as in the example at the right.



Note: You must have read/write access rights to this folder.

Uploading Garden Notepad or PropNoter Field Data

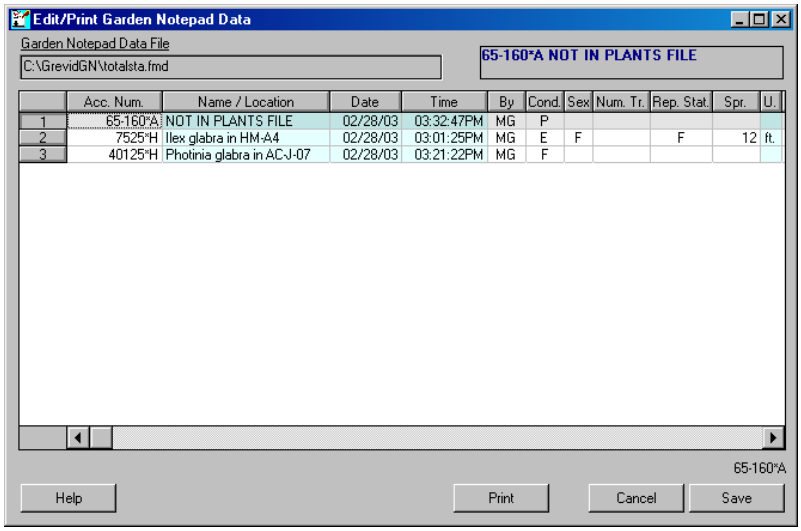
Field data files contain the data collected by Garden Notepad or PropNoter on the mobile device. They are identified by the extension .fmd (Field Measurement Data).

You must first use ActiveSync or Windows 7 or Vista to move the field data file from the mobile device to a convenient location on your desktop computer - normally the \GreVidGN\Field Data folder. Then, click the "Upload Field Data" button in GGN.

Select the field data file and open it. Then, click "Upload". You are now ready to edit or insert the field data.

Editing or Printing Garden Notepad Field Data on the Desktop

You can edit or print the uploaded Garden Notepad field data before inserting it into *BG-BASE*. To do so, click "Edit Field Data". The edit window will appear.



Changing the Data Sort Order

To re-sort the data on any column, double-click on the column heading.

Deleting a Row Of Data

Click on the row and then right-click and choose "Delete". The row of data will be deleted.

Adding a Row Of Data

Click on the row where you wish to insert a row of data, and press the "Insert" key. Fill in the data as described below.

Editing the Existing Data

Data in the blue-colored cells is automatically filled in and cannot be edited. Data in all other cells can be edited. See the descriptions below.

The cells are designated as follows:

Type Only	Data can only be typed into the cells
Browse Only	Data can only be filled in by browsing - see "How to Browse" below.
Type or Browse	Data can be filled in by either typing or browsing

How To Browse

Click on the cell so that it is outlined with a thin dotted line. Then right click, select "Browse" and select from the displayed pop-up list.

Data Fields That Can Be Edited

Accession Number (Type Only)	Enter an accession number with qualifier for a living plant.
Recorded By (Type or Browse)	Enter the initials of the person recording the data. Use the same

	initials as you would if entering data into BG-BASE. This field must consist of 2 or 3 characters.
Condition (Type or Browse)	Enter a valid Condition Code.
Sex (Type or Browse)	Enter a valid Sex Code.
Number of Trunks (Type or Browse)	Enter the number of trunks - a number from 1 to 6.
Reproductive Status (Type or Browse)	Enter a valid Reproductive Status Code.
Vegetative Status (Type or Browse)	Enter a valid Vegetative Status Code.
Die Why (Type or Browse)	Enter a valid code for the cause of death
Die Why Reason (Type only)	Enter any additional information regarding the cause of death
Spread, DBH and Height (Type Only)	Enter the measurements in the units indicated.
Check Notes (Type Only)	Enter check notes.
Performance Note (Type Only)	Enter a performance note.
Special Characteristics (Browse and Type)	Select one or more Special Characteristics that pertain to this plant. Optionally, you can enter comments.
Has Labels (Browse Only)	Select one or more label types that this plant has.
Needs Labels (Browse Only)	Select one or more label types that this plant needs. Optionally, you may also enter the quantity needed and comments.
New Location (Browse)	If the plant has been moved, select the new *BG-BASE* Location for this plant.
Number of Plants (Type Only)	If the number of plants has changed, enter the new number of plants or the word MASS.

Printing the Data

Click "Print". The list will be exported as a web page (html) file. Either select the default file name (GN_Report.htm) or enter any desired filename. After the list is completed, your web browser will display it automatically. You can also open the HTML file in Microsoft Excel or a similar spreadsheet program.

Plant list HTML files are normally stored in a folder on your C: drive: C:\GrevidGN\Plant Lists. You can choose a different folder if you wish.

Deleting Field Data Records before Inserting Data into *BG-BASE*

Click "Delete Records" and select one or more field data records to

delete.

Inserting Garden Notepad and PropNoter Data into *BG-BASE*

Click "Insert Into BG-BASE" to update *BG-BASE* with data collected using Garden Notepad or PropNoter. If the accession numbers and propagation numbers check out, *BG-BASE* will be automatically updated with the field data.

Possible Errors

Any errors in the accession numbers or propagation numbers, will be displayed and recorded in the file error.txt. The following error codes may appear in the error report:

NP	Plant not found in *BG-BASE* PLANTS table
NL	Plant is not living
NPR	Plant not found in *BG-BASE* Propagations table

The NP error code indicates that this plant could not be found in the *BG-BASE* PLANTS table. This could occur because the accession number was entered incorrectly in the field or because the plant was never entered or entered incorrectly into *BG-BASE*. Verify the correct accession number with qualifier for the plant in question. Then correct the field data by clicking "Edit Field Data".

The NL error code indicates that the plant is not listed as living in *BG-BASE*. This could be because the accession number was entered incorrectly in the field, in which case you would "Edit Field Data" to correct it. Or, the plant may have been erroneously entered as dead in *BG-BASE*, in which case you would make the required correction in the *BG-BASE* Plants Entry Screen.

The NPR error code indicates that a propagation record recorded in PropNoter could not be found in the *BG-BASE* Propagations Table. This error should only rarely occur because PropNoter only allows recording of data in records that were exported from *BG-BASE*. One possible cause for this error could be if a Propagation record is deleted from *BG-BASE* after if has been exported to PropNoter.

After making all required corrections, click "Insert into BG-BASE" again until no errors remain.

The "Record Updated By" Field in *BG-BASE*

Garden Notepad – Plants

The code "MP>" is inserted as the current value for "updated by", which also appears in the upper right corner of the *BG-BASE* Plants entry screen. This indicates that Garden Notepad last updated the record. The

name of the person recording the data in the field is inserted in the plant condition and the measurements lines in the Plants entry screen. If the initials entered into Garden Notepad cannot be found in the *BG-BASE* STAFF table, the entered initials are inserted instead.

PropNoter – Propagations

The initials entered into PropNoter are inserted into the "updated by" at the top right of the *BG-BASE* Propagations entry screen.

Automatic Saving of *BG-BASE* Lists

When you successfully insert field data (See above), a list of plants or propagations whose information was updated is automatically saved to the *BG-BASE* LISTS table. You can use this saved list to perform further processing on those plants. The list is saved under the name QUAD_UP_DATE_TIME, where DATE is the date that the list was saved, and TIME is the time that the list was saved.

Editing Garden Notepad and PropNoter Checknote Phrases

Click "Edit Checknote Phrases" under Garden Notepad or PropNoter to edit the checknote phrases displayed by the Phrase Picker in these applications and to copy the phrases to your mobile device.

Importing Phrases From a Text File

Click the button to import phrases from an existing text file (one phrase per line.) Phrases imported in this way will replace any existing phrases.

Editing

Click an existing phrase and type to overwrite and replace it.
Click an existing phrase and press the [F2] key to edit the phrase.
Click an existing phrase and press the [Delete] key to delete the phrase.
Click an existing phrase and press the [Insert] key to insert a phrase.

Saving and Copying the Phrases to Your Mobile Device

Connect the device to your computer using ActiveSync, Windows 7 or Windows Vista.

Click the button to save and copy the file to your device.

Updating The GreVid or PropNoter Database On The Mobile Device

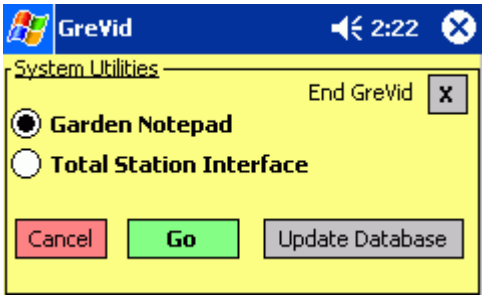
Exporting the Data

Click "Export Database" under either GreVid or PropNoter. This exports current data for all living plants from *BG-BASE* and BG-Map into a form

that is usable by GreVid. Or, it exports the data for all living propagations into a form that is usable by PropNoter. This process may require several minutes. Once you have exported the data, you may copy it to one or more mobile devices.

Copying the Data to the Mobile Device

Connect the mobile device using ActiveSync and click "Copy Database" under either GreVid or PropNoter. data that was exported in the previous step will be copied to the mobile device. You may repeat this step to copy the same data to additional mobile devices without the need to export again.

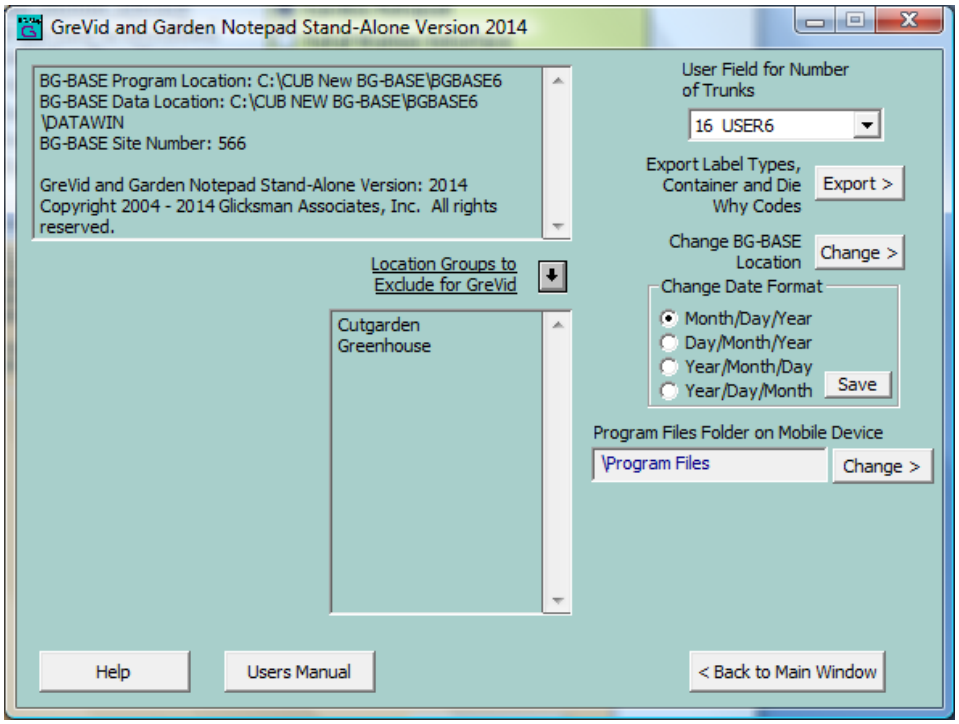


Updating the GreVid or PropNoter Database on the Mobile Device

After you copy the data as described above, start GreVid or PropNoter on the mobile device. Click the "SOS" button", and then click "Update Database". The database will be updated with the exported data. This process may take several minutes.

Setup Functions

Click "Setup >" to access the GGN setup functions. Click "< Back to Main Window" to return to the main screen.



Setting the *BG-BASE* User Field to use for Number of Trunks

Garden Notepad allows you to record the number of trunks for a tree -

from 1 to 6 or >6. This data is normally used by BG-Map for map display, but non-BG-Map users may also wish to record it for other purposes. If you wish to use this data field, you must select an unused USER field in *BG-BASE* to hold the data. Select the desired user field.

Exporting *BG-BASE* Label Types, Container Codes and Die Why Codes

In order for Garden Notepad to display the current *BG-BASE* codes for label types, containers and cause of death, you must export them, and then copy the exported data to your mobile device. Connect the mobile device using ActiveSync. Then, click "Export Label Types, Container and Die Why Codes."

Changing the Mobile Device Program Files Folder

The Program Files folder on most Windows Mobile Devices is normally \Program Files. However on some devices, particularly those using languages other than English, the folder location may be different. This function allows you to set the location correctly. If this is not done, data will not be exported to the correct location on the device.

How to Determine the Correct Program Files Folder Location
Connect the mobile device using ActiveSync or Windows. In "My Computer", select "Mobile Device" and the "My Mobile Device." The Program Files folder name will be displayed. Enter it exactly as shown. Make sure to precede it with a backslash (\): Example: \Program Files

How to Change It the Setting
Click "Program Files Folder on Mobile Device", and revise the location as needed.

Changing the *BG-BASE* Location

Click "Change BG-BASE Location" to change the location where GreVid and Garden Notepad Stand-Alone Version search for *BG-BASE* data. After you make a change, you must restart GreVid and Garden Notepad Stand-Alone Version.

Selecting the Date Format

This setting must match the date format of the mobile device that you use to gather data for Garden Notepad.

If it is not set correctly, dates will not be stored properly in BG-BASE.

Select one of the following:

- Month/Day/Year - example: 07/24/2006 or 07-24-2006
- Day/Month/Year - example: 24/7/2006 or 24-07-2006
- Year/Month/Day - example: 2006/7/24 or 2006-7-24

- Year/Day/Month - example: 2006/24/7 or 2006-24-07

Location Groups to Exclude for GreVid

You can exclude plants in certain *BG-BASE* Location Groups from the GreVid export in order to reduce the size of the export file. To exclude Locations Groups, click the browse button, and select the Location Groups to be Exclude for GreVid.